

Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held March 10, 2011, convening at 9:09 am. Nelson McCray called the meeting to order. The following members answered present to the roll call: Joyce Malainy , Jill Johnson, Jeff Brown, Tom Forman, Jay Gault, Steve Short, Doug Ute, Scott Hartley, John Shepard, Forest Yocum, Mark Neal, Nelson McCray, and Jon Bowers. Tim Owen, Ben Streby and Kyle Newton were also in attendance.

Jeff Brown, Superintendent of Granville Schools, and Kyle Newton, Superintendent of Crooksville Schools were both introduced and welcomed.

11-034 It was moved by Forest Yocum and seconded by Scott Hartley to approve the minutes of the January 13, 2011 meeting. A vote of approval was taken.

11-035 It was moved by John Shepard and seconded by Joyce Malainy to approve the following financial items:

- February, 2011 Financial Reports (Unencumbered cash balance of \$2,339,008.74)
- FY10 5-Year Projection

It was noted that the 5-year projection for LACA forecast \$436,238.33. A vote of approval was taken.

Jon Bowers presented the LACA Personnel Committee recommendations for employee contract renewals.

11-036 It was moved by Forest Yocum and seconded by Tom Forman to approve the LACA Personnel Committee recommendations for employee contract renewals: 3-year contract: Trish Baker, Melody Hewitt, Jeff Davis, Mary Knicely and Meghan McLeish; 2-year contract; Robert Rittenhouse, Michaelene Vincent, and Leanne Mazair; and 1-year: Jerry Eby. A vote of approval was taken.

Jon Bowers presented the C-Tec Health Care Plan for LACA staff. Ben Streby, C-Tec Treasurer, explained in detail the changes to the health care plan and the savings accomplished through those changes.

11-037 It was moved by Steve Short and seconded by Joyce Malainy to approve the Personnel Committee recommendation to accept the C-Tec Health Care Plan for LACA staff, effective February 1, 2011. A vote of approval was taken.

The contract renewal of Jon Bowers, LACA Executive Director, was presented.

11-038 It was moved by Forest Yocum and seconded by Joyce Malainy to approve the renewal of the employment contract of Jon Bowers as the LACA Executive Director for 3 years. A vote of approval was taken.

Jon Bowers provided an update on the partnership with the Midland Theater in Newark. A live performance on February 27th from the theater was streamed to over 50 sites. A circuit from the theater to LACA was installed at no cost to LACA to ensure high quality of video.

11-039 It was moved by Doug Ute and seconded by Jill Johnson to approve the service contract for hosted servers for the Midland Theater. A vote of approval was taken.
Jon Bowers presented a proposed contract amendment to the existing Time Warner contract that will enable LACA to take over the East Muskingum Schools circuit currently connected to TRECA.

11-040 It was moved by Mark Neal and seconded by Jay Gault to approve the Time Warner contract. A vote of approval was taken.

Jon Bowers reported that he, Chad Carson and Jeff Davis had met with Crooksville Exempted Schools administrators to explain LACA services. Crooksville Schools, with an approximate ADM of 1200, is located in Perry County and borders LACA member Mayville Local Schools.

11-041 It was moved by Tom Forman and seconded by Mark Neal to approve the Crooksville Exempted School District's membership to LACA, pending the Crooksville Exempted School District School Board's approval for LACA membership with the effective date of membership to be agreed upon by the LACA Executive Director and the Crooksville Exempted School School's Superintendent and for LACA to immediately begin transition/conversion steps for all services. A vote of approval was taken.

The LACATech recommendation for LACA to offered hosted tiered server was presented. Jon Bowers explained that the offering included 3 levels of hosted servers so that schools could voluntarily choose the relative strength of the server that LACA could provide to them. LACA's prices have been compared to Amazon.com and were determined to be much more economical.

11-042 It was moved by Tom Forman and seconded by Jay Gault to approve the LACATech recommendation that LACA provide a hosted Tiered-Server offering of: 1 processor/1GB at \$500 per year, 2 processor/2GB at \$900 per year and 4 processor/4GB at \$1,200 per year, plus basic storage fees. A vote of approval was taken.

Jon Bowers provided an update on the Email Archiving services provided to LACA schools. Because the cost of licensing was waived, as long as LACA purchases maintenance, the cost to provide the service has dropped and decreased. It was proposed that the annual cost for the service be adjusted from \$7.50 per email box to \$4.00 per mail box.

11-043 It was moved by Doug Ute and seconded by John Shepard to approve the modification of E-Mail Archiving Service from \$7.50 per mail box to \$4.00 per mail box. A vote of approval was taken.

Nelson McCray discussed the Focus Education updates that he has been distributing to superintendents. He asked if there was interest in a group purchase of the service for the entire LACA membership. It was mentioned that if the service, which costs \$4,800, were purchased for all members, it would only cost about \$300 per district. Each district can then specify to whom the updates should be send. Jon Bowers will create the distribution list based upon each superintendent's response.

11-044

It was moved by Forest Yocum and seconded by Joyce Malainy to approve the purchase of the Focus Education News Service and divide the cost among LACA member districts. A vote of approval was taken.

Meeting Presentations/Discussion

Jon Bowers presented an updated FY12 budget projection which included the addition of both East Muskingum and Crooksville Schools as well as the adjustments to expenses associated with the changes to health care. The main variable yet to be verified in the budget is the state subsidy. The subsidy is currently budgeted at 80% of FY11 levels, which were reflected in the distributed budget projection.

Projects / Emerging Technologies / Discussions

Jon Bowers shared that Chad Carson had installed a hosted application server. Hosted applications function fine within the LACA network, but we are troubleshooting issues related to using the service through the public internet. Beta sites will be chosen from member schools when these issues have been resolved. Another term for hosted applications is “Cloud Computing” and the concept is being widely employed as a technology cost savings measure in the technology industry today.

E-Rate contact should be mindful that they need to file their 471 by March 24th, even if they have a multi-year contract. If signing a new contract, it is imperative that the board approve the contract and it be signed before submitting the 471. Jon Bowers will continue to keep e-rate contacts up to date on next steps.

Information was sent out earlier and a flier was included in the board packet that explains the AP course waiver program available from OhioLearns. A number of districts have expressed an interest. If your district is interested in participating, they should contact Michele Carlisle at mcarlisle@laca.org or 330-308-9939 ext 220.

MCOECN/ODE Updates

LACA has received an evaluation of the FY11 CIP from ODE. Comments were: “Very nice, one reviewer noted the processes in place for gathering user input to establish goals as a best practice”

Each district’s most recent test data had been scrubbed and loaded into D3A2. LACA also created the re-roster files and those have also been uploaded. Teachers and administrators can now log in to D3A2, locate students in their current classes, and view their up to date testing data. At the February MCOECN ITC Directors meeting, it was noted that using the D3A2 data warehouse was part of the Statewide Longitudinal Data System Grants awarded in 2009 and 2010. Among the projects to be included are e-Transcript and Student.

ODE has received a number of grants aimed at funding eTranscript between K-12 and higher education. Current plans indicate that D3A2 will play a role in warehousing that data. Docufide was the vendor that ODE chose to lead the project. Jon Bowers included an ODE Project Update with more details about the various data projects ODE is working on. Yearend EMIS reporting will be submitted through the same legacy format as in years past, although a number of districts will submit using both methods to verify data accuracy. The current plan is that districts will begin using the data collector for October reporting this fall. Refresher training will be offered for EMIS coordinators in prior to reporting.

Unfinished Business

Jon Bowers reported that district authorizations are still be collected so that the destruction of obsolete data tapes can proceed. It is important to note that the reports created from this data are still maintained on microfiche at LACA in fireproof cabinets and at your district.

Jon Bowers reported that an analysis of costs of the current facility has been complete. Focus is now shifting to determine what space needs might be necessary over the course of the next few year.

Ryan Nash, the sales representative from Alert Now, has asked current Alert Now customers to contact him and request a group purchase. Jon Bowers was asked to get a price for a consortium-wide price to cover all LACA schools.

New Business

It was reported that fiscal services had been successfully moved over the LACA for East Muskingum. Progress Book was planned to go live March 10th and the remaining services would be migrated over in mid to late June. Jon Bowers also shared that a number of districts have expressed interest in LACA's services but at this time, LACA does not have the capacity to add more districts. Service levels will be closely monitored over the course of the next six months to determine if any staffing changes or additions are needed.

Two technology workshops are planned for June. A one-day workshop for elementary teachers is planned for June 16th and another on June 17th is planned for middle and high school teachers. The cost is \$50 per person. More information will be distributed when all plans are finalized.

The annual LACA Retreat is planned for May 27th. The Licking County ESC is the point of contact for emergencies. Emergency numbers will be used to address any issues that arise.

The remaining meeting date for FY11 is May 12, 2011. FY12 meeting dates are anticipated to be: August 11, October 13, and December 8, 2011 and January 12, March 8 and May 10, 2012. The August 11th 2011 meeting is a combined Superintendent and Treasurer Meeting.

11-045 It was moved by Scott Hartley and seconded by Mark Neal to adjourn the meeting at 10:41 a.m. A vote of approval was taken.

Reported by,

Jonathan Bowers
LACA Executive Director